

Community Policing Development Application Packet

Please answer all of the following questions completely, and type all answers.

I. Project Description

- Provide an executive summary and a detailed project description. If applicable, please include a discussion of any requirements detailed in a request for proposals and how this project will advance community policing/assist other agencies in advancing community policing. The project description should not exceed 25 double-spaced pages and must include the following information:
 1. An explanation of the specific public safety need that this project will address.
 2. An explanation of why your agency is unable to address this public safety need without Federal assistance.
 3. Identification of any plans for continuing the project through community support following the conclusion of Federal support, if awarded.
- If applicable, please describe how your agency will engage the community throughout the project.
- Provide a detailed implementation plan that outlines project goals and objectives. Please include a project timeline.

II. Law Enforcement Executive/Program Official Information

(Please complete the following information about the Law Enforcement Executive (for law enforcement agencies) or Program Official (for non-law enforcement agencies) with the authority to apply for this grant on behalf of the applicant agency. If the grant is awarded, this position would be responsible for the programmatic implementation of the award.)

Applicant's Legal Name: _____

Applicant's EIN Number (9-digit # assigned by the IRS): _____

Applicant Executive's Name: _____

Title: _____

Applicant's Address: _____

City: _____

State: _____

Zip Code: _____

Telephone: _____

Fax: _____

Federal Congressional District(s) (Number): _____

The total amount of Federal funds requested under this proposal: \$ _____

Population of jurisdiction of primary applicant: _____

The Primary Applicant's Fiscal Year: From: ____ / ____ / ____ To: ____ / ____ / ____

The Primary Applicant's Federal Cognizant Agency: _____

A Federal Cognizant Agency, generally, is the Federal agency from which your jurisdiction receives the most Federal funding. Your Federal Cognizant Agency also may have been previously designated by the Office of Management and Budget.

Is the primary applicant delinquent on any Federal debts? ☐ Yes ☐ No
(IF YES, PLEASE EXPLAIN ON A SEPARATE SHEET.)

Anticipated Program Start Date: _____ End Date: _____

Application Contact Person/Project Manager: _____

Telephone: _____ Fax: _____

E-mail: _____

III. Government Executive/Financial Official Information

(Please complete the following information about the Government Executive (for government agencies) or Financial Official (for non-government agencies) with the authority to apply for this grant on behalf of the applicant agency. If the grant is awarded, this position would be responsible for the financial aspects of the award.)

**Government Executive OR
Financial Official's Name:** _____

Title: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Fax: _____

IV. Type of Agency:

☐ State Police/Highway Patrol, Local, Tribal Government Agency

☐ Institution of Higher Education

☐ Non-profit Organization

☐ Profit Organization

☐ Other (Please specify) _____

False statements or claims made in connection with COPS grants may result in fines, imprisonment, debarment from participating in federal grants or contracts, and/or any other remedy available by law.

I certify that the information provided on this form is true and accurate to the best of my knowledge.

V. Signature(s):

Signature of the Law Enforcement Executive or Program Official with the authority to apply for this grant on behalf of the applicant agency

Date:

Signature of the Government Executive or Financial Official with the authority to apply for this grant on behalf of the applicant agency

Date:

VI. Budget (your agency must address the following two items):

Items requested must be in addition to items already funded in your agency's budget. In other words, COPS funds cannot be used to pay for any item for which your agency has already budgeted.

1. Submit an itemized budget that lists the items your agency will request. A Budget Detail Worksheet is attached, in addition to general budget guidelines.
 - Indirect Costs are allowed only if the applicant has a Federally approved indirect cost rate. A copy of the rate approval (fully executed, negotiated agreement) must be attached.
 - If fringe benefits are being requested, please provide a detailed breakdown of the items that are included in the applicant's fringe benefit percentage rate.
2. Submit a budget narrative. Provide a brief, but detailed, description of the items requested and how these items relate to the project goals and objectives.

VII. Addenda

- Assurances (please sign and return)
- Certifications (please sign and return)
- Disclosure of Lobbying Activities (please sign and return if applicable)

Please be advised that a hold may be placed on this application if it is deemed that the applicant agency is not in compliance with federal civil rights laws and/or is not cooperating with an ongoing federal civil rights investigation.

VIII. Return Address

Project descriptions should be no longer than 25 double-spaced pages, not including resumes and budget detail workshops. **Submit one original and three copies to:**

U.S. Department of Justice
Office of Community Oriented Policing Services (COPS)
1100 Vermont Avenue, NW
Washington, DC 20530
Attn: Angel Winters

For Overnight/Express deliveries, please substitute the zip code 20005.

Paperwork Reduction Act Notice

The public reporting burden for this collection of information is estimated to average 8 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the application. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Community Oriented Policing Services, U.S. Department of Justice, 1100 Vermont Avenue N.W. Washington, DC 20530; and to the Public Use Reports Project, Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.